

Hythe Cycling Club Annual General Meeting 2025

Minutes

28th March 2026, 3pm,
Hythe & Saltwood Sailing Club

	<p><u>Committee members Present:</u></p> <p>Justin Mills (JM) Chairman Heidi Hammond (HH) Club Secretary Si Woodhams (SW) Treasurer Mark Brady (MB) Membership Secretary Andre Stiffell (AS) Kit Manager Ian Goldsmith (IG)</p> <p><u>Other Attendees:</u></p> <p>Charles Brown (CB), Trevor Hammond (TH), Graeme Sainter (GS), Andy Wickens (AW), Sue Mills(SM), Colin Hart (CH), Chris Drakeley (CD), Tanya Marchant (TM), Sarah Harper (SH), Simon Page (SP),</p> <p><u>Apologies:</u></p> <p>Frank Ling, Mark Lester, Phil Stone, Amanda & Rob Springate, John Lloenyosi, Rob Harper, Robert Beale, Andy and Tanya Vanburen</p>	
<u>1.</u>	<p>Appoint a Chairman for the Meeting:</p> <p>HH proposed JM be appointed Chairman of the meeting. Approved All</p>	
<u>2.</u>	<p>Welcome & Introduction by Chairman:</p> <p>JM welcomed all attendees, introduced the agenda; ensured the meeting was Quorate (i.e 66% of committee and at least 5 ordinary members present); HH to be the recorder for the meeting.</p>	

<p><u>3.</u></p>	<p>Apologies for Absence:</p> <p>Frank Ling, Mark Lester, Phil Stone, Amanda & Rob Springate, John Lloenyosi, Rob Harper, Robert Beale, Andy and Tanya Vanburen</p>	
<p><u>4.</u></p>	<p>Approval of Minutes of 2024 AGM Held 5th April</p> <p>2025</p> <p>Proposer: IG Seconded CB Approved: ALL</p>	
<p><u>5.</u></p>	<p>Chairperson's Report:</p> <p>JM provided an overview of the club activity during his term as Chairperson in the past 5 years based on the written chairperson's report. See appendix for full report</p> <p>Additional discussion about the introduction of the Chairpersons Annual Charity Ride. HH gave an outline of the background to this ride. The committee had decided that this would be an opportunity each year to pause and remember members no longer able to ride with us and to raise money for a chosen charity. This year's charity, nominated by Paul and Karen Taylor, will be Brain Tumour Research. The ride will take place as a Sunday Club Ride, with participants donating to join.</p>	

<u>6.</u>	<p>Treasurers Report:</p> <p>SW provided an overview of the club accounts, income and expenditure in the past 12 months based on the written treasurer's report. See appendix for full details of the accounts for the year</p> <p>It was noted the accounts were audited by Paul Elliman in preparation for the AGM. The committee was grateful for Paul's help with this.</p>	
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<u>7.</u>	<p>Proposal to receive and approve the Annual Reports and audited Financial Statements for the year 1 January to 31 December 2025:</p> <p>Proposer: SM Seconded CB , Approved: ALL</p>	
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Election of Committee Members:

The Club Constitution dictates that the Officers Roles (Chairperson, Secretary and Treasurer) can remain in role for a maximum of 5years. Consequently, Justin Mills and Heidi Hammond will be standing down from their officer roles in the club having reached the maximum tenure. HH is remaining on the committee to support the new officers.

The following committee members are prepared to be re-elected for 2026/7.

- Ian Goldsmith (Chairperson)
- Simon Woodhams (Treasurer)
- Heidi Hammond
- Mark Brady (Membership Secretary)
- Andre Stiffell (Director of Kit)

Ian Goldsmith was elected as Chairperson. Proposed HH seconded JM Approved ALL.

New committee members were elected:

Sarah Harper was elected as Club Secretary Proposed SW Seconded TM Approved ALL

Trevor Hammond was elected as a committee member Proposed HH Seconded JM Approved ALL

Thank you to SH and TH for volunteering to join the committee.

HH noted to all present that the need for succession planning is essential for the health of the Club. Whilst she was delighted that IG has stepped up to be the Club Chairperson, she stressed the need to secure a Vice Chairperson to support him in his role and secure the future of the club. The 2026/27 committee will address this at their

HH

	<p>first meeting.</p> <p>Note to all HCC members: do let the Committee know if you'd like to join the Committee to share your thoughts, ideas and assist with the running of the club. It's also not necessary to join the committee, you can help in other ways by letting the Committee know.</p>	
<u>9.</u>	<p><i>Proposal to authorise the committee to donate up to £250 to a local or cycling related Charity:</i></p> <p><i>Notes:</i> <i>In 2025, the club donated £200 to Ashford Cycle Community Community Interest Company.</i> <i>Any donations for 2026 will be considered and decided upon at next Committee meeting</i></p> <p>Proposer: AW , Seconded: GS Approved: ALL</p>	

<u>10.</u>	<p>Proposal to authorise the committee to set the HCC subscription rates for 2027</p> <p>Proposer: AW Seconded: SP , Approved: ALL</p>	
<u>11.</u>	<p>AOB:</p> <p>AW queried what will happen with the management of the HCC website following the sad news of Paul Taylor's illness. JM confirmed that SW and HH have access to the wordpress log in and can update and amend the HCC website to suit.</p> <p>MB hi-lighted the lack of renewing members at this stage in the season. The newly introduced Social Very Steady Ride may secure more members. GS suggested the non-renewers were surveyed to get feedback and understand why they have not renewed.</p> <p>CH asked the committee if they were concerned about the lack of young riders joining the club. It was agreed that to offer rides to under 18's was not within our scope currently</p>	

	<p>due to the risk involved and the areas we cycle around. Thanet RC and VC Deal have access to Betteshanger Country Park, where safe traffic free facilities enable young riders to learn group skills. They have regular Time Trials and group ride sessions which they are welcome to join.</p> <p>There have been some incidents during club rides over the last season, as mentioned in the Chairpersons report, some of which riders were seriously injured.</p> <p>MB posed the question for what the protocol is for calling the emergency services if there is an accident?</p> <p>SM helped us understand the triage process 999 follows when you call the emergency services. They help decide whether an ambulance is needed and the expected wait times. She stressed the risk of moving the patient to a car (to take to hospital by self) when there could be unforeseen damage to the neck, spine etc and that the 999 staff on the phone will give advice of what to do.</p> <p>SW confirmed the club have ordered a supply of Space Blankets to issue free to all fully paid members. AW reminded us these blankets have a shelf life and to replace them as per the 'use by' date.</p> <p>It was discussed how riders emergency contact details are shared:</p> <p>SW suggested carrying an ICE tag in your saddlebag or on your persons. SP asked about access to Spond and what contact details are held there. HH confirmed SPOND does not hold emergency details but the British Cycling database of members does.</p> <p>The 2026/27 committee will review this topic along with the emergency contact details available to ride leaders at the next committee meeting.</p> <p>IG felt the heart of the club is in the hands of the ride leaders each Sunday morning. He will schedule a Ride Leaders get together as soon as possible to support this role and share best practice.</p> <p>IG thanked JM and HH for their contribution to the club over the past 5 years.</p>	<p>2026/7 commi ttee</p> <p>IG</p>
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<u>12.</u>	Meeting Close: JM gave thanks to those attending the AGM and declared the 2025 Hythe Cycling Club AGM closed at 15.55hrs	
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